

**FIRST 5 COMMISSION OF SAN DIEGO  
1495 Pacific Highway, Suite 202 MS A-211  
San Diego, CA 92101-2417  
(619) 230-6460**

**Joint Meeting of the Commission  
and the Technical and Professional Advisory Committee (TPAC)**

**Commissioners Present:**

Dianne Jacob, Chairwoman  
Dr. Nora Faine, Vice Chairwoman  
Dr. George Cameron  
Jean Shepard  
Dr. Nancy Bowen  
Supervisor Greg Cox, former Chairman

**Staff Present:**

Laura Spiegel, Executive Director  
Denis McGee, Operations Manager  
Grace Young, Grants & Contracts Manager  
Kim Frink, Community Outreach & Planning Manager  
Amie Meegan  
David Smith, Sr. Deputy County Counsel  
Chimene Adams, District 2

**TPAC Members Present:**

JoAnne Bushby  
Madonna Carlson  
Michael Carr  
Cindy Dickinson  
Dr. Marty Giffin  
Kristin Gist  
Annamarie Martinez  
Dr. Gene Nathan  
Dr. Audrey Naylor  
Kathlyn Roberts  
Charlene Tressler

**TPAC Members Excused:**

Carola Solano-Humerez  
Marilyn Stewart

**Minutes for January 26, 2004**

**1. Call to Order**

Chairwoman Jacob called the meeting of the First 5 Commission of San Diego to order at 1:05 p.m. She welcomed the TPAC members to this joint meeting.

**2. Election of Commission Officers - Committee Assignments**

**ON MOTION OF Commissioner Shepard, seconded by Commissioner Bowen, the Commission accepted Chairwoman Jacob's nomination of Commissioner Faine to serve as the Vice Chair of the Commission for Calendar Year 2004; accepted Chairwoman Jacob's nomination of Commissioner Cameron to serve as the Secretary of the Commission for Calendar Year 2004; accepted Chairwoman Jacob's nomination of Commissioner Faine to serve as Chairwoman of TPAC for Calendar Year 2004; and approved the appointment of Commissioner Cameron to the Civic Engagement Leadership Team.**

<b>AYES:</b>	<b>Jacob, Faine, Cameron, Shepard, Bowen</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>
<b>NOES:</b>	<b>None</b>

**3. Child Welfare Redesign Presentation**

Patric Ashby, Director of the County's Child Welfare Service (CWS), thanked the Commission for allowing him to bring some exciting information about the Child Welfare Services Redesign. There is now federal and state legislation supporting child welfare. He shared two important plans, AB 636 and the Redesign. The Redesign was the result of about three years of work of many people to find ways of changing how the state and county CWS programs do business in order to improve outcomes for children and families. AB 636 was a law passed that requires an outcomes-driven system for CWS. They identified about 8 or 9 outcomes that the State is presently focusing on. These outcomes will serve as the true measure of the Redesign's success across all communities in the State. The County of San Diego has a plan of going to other counties to see the things that are happening in CWS and see how consistent they are with the outcomes for children and families. A performance improvement plan will then be built and shared with the Board of Supervisors before sending it forward to the State. For a period of time, the County will

build on this plan and bring into the plan the things that are deemed appropriate and necessary in the County's CWS system. In planning for the budget next year, CWS is building capacity of communities to respond in early intervention and prevention. In the midst of tough fiscal times, CWS can find a way to start incrementally to respond early and keep the children and families out of the child dependency system. There is a capacity for the 0-5 population. There is one particular program called the Olds program, named after David Olds, a professor from the University of Colorado. He found a way to help families during pregnancy, especially single women that needed help. Professionals are provided to assist them in getting a good start on how to raise their child. There has been a great response to this program throughout the country. Another program is the crisis nursery where parents have the opportunity to bring their children in cases of crisis or turmoil and seek care and assistance. Mr. Ashby would like the Commission to get it on its radar screen that the County is moving forward in trying to build community capacity in early intervention programs and develop a solid program for San Diego County.

Executive Director Spiegel stated that a more detailed presentation will be made at the next TPAC meeting to see if the Commission can play a potential role in the CWS Redesign.

**No action was taken on this item as it was for information purposes only.**

#### **4. AmeriCorps Graduation**

Chairwoman Jacob recognized and thanked the first group of AmeriCorps members who have completed their 450 hours of service. They were placed with the Consensus Organizing Institute, a Commission contractor, to support community engagement activities in three communities – El Cajon, City Heights and Oceanside. The Commission was one of the fourteen commissions that participated in the First 5 ServiceCorps pilot program, which began in the Fall of 2002. Chairwoman Jacob presented the following members with their certificates: Scarlett Annett, Katherine Bom, Zahra Farah and Lorraine Puckett. Zahra Farah was present to accept her certificate. Chairwoman Jacob also welcomed the new group of AmeriCorps members who are starting their service this month. They are Abdulahi Aidid, Lisa Lind, Zahra Farah, Deborah Lou, Joe Diaz and Alicia Jimenez.

**No action was taken on this item as it was for information purposes only.**

#### **5. Opportunity for Public Comments**

Joyce Clark, Hub Coordinator from Exceptional Family Resource Center, addressed the Commission's sustaining reserve. The Center provides services to parents of children with special needs through First 5 funding. She mentioned that it was announced at the January 21<sup>st</sup> quarterly grantee meeting that the eight grantees under RFGA 20055 were granted third year funding and that the other forty-one grantees under the other funding cycle are being considered for an extension. She wants to see that this is done. Although she applauds the development of new and innovative programs, she acknowledges that funding existing programs that provide meaningful and much needed practices and support services is very important and cost effective. She encouraged the Commission to review and evaluate existing projects and continue funding these projects in the current Strategic Plan rather than funding new projects and/or capital projects. She feels that First 5 programs should be inclusive in their scope and ability to provide better services to children 0 to 5 including those with disabilities and/or special needs.

Lois Pastore, Senior Director of HOPE Infant Family Support Program, County Office of Education (COE), addressed the Commission on behalf of the San Diego County Superintendent of Schools, Dr. Rudy Castruita and Assistant Superintendent of Student Services and Programs, Claudette Inge. Although she was pleased with the action of the Commission to allocate funds for capital contracts under a competitive process, she feels that the decision still appears to be a major departure from the Commission's Strategic Plan. She would like to see the Commission obtain more community input and not limit the use of reserve funds to capital projects. The COE wants to bring to the Commission's attention the fact that there continues to be a lack of funding for an infrastructure to support the linkage between schools and early education programs. Ms. Pastore reported that the COE has recently accepted a small planning grant from Packard Foundation to provide leadership by bringing together stakeholders who are interested in shaping a community-based and community organized plan to move San Diego County closer to Preschool for All. The COE would like to see the Commission include in its decision on reserve account expenditures, funding that could be used to support a countywide plan to implement Preschool for All, and to sustain and expand programs that have been successful and consistent with the intent of Prop 10.

**6. Approval of Commission Meeting Minutes - December 15, 2003**

**ON MOTION OF Commissioner Faine, seconded by Commissioner Shepard, the Commission approved the minutes of December 15, 2003.**

<b>AYES:</b>	<b>Faine, Shepard, Bowen</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>Jacob, Cameron</b>
<b>NOES:</b>	<b>None</b>

**7. Formation of the Consent Calendar**

**There was no item placed on the consent calendar.**

**8. Executive Director's Report - 2003 Accomplishments: Year in Review**

Executive Director Spiegel made a PowerPoint presentation of the Commission's accomplishments in 2003 and its plans for 2004. She highlighted the programs that the Commission has funded under each priority result in the Strategic Plan. Altogether, providers funded by the Commission made over 650,000 contacts with children and/or parents in Fiscal Year 2002-2003. The providers included 21 community-based organizations, 11 health organizations, 6 faith-based organizations, 4 family resource centers, 4 elementary schools and 3 public agencies. She also mentioned the Commission's plans for 2004, many of which are already underway, and what it hopes to see one year from now. She acknowledged the hard work of the Commissioners, TPAC members, leadership team members, Commission staff, grantees and contractors, and community members for making all these accomplishments happen. Executive Director Spiegel also acknowledged Supervisor Greg Cox for his active involvement as Chair of the Commission in 2003 and presented him with a leadership award on behalf of the San Diego community. Supervisor Cox thanked the Commission, TPAC and Commission staff for a very exciting and full year and applauded them for the wonderful things they are doing for the children and families of San Diego County.

**No action was taken on this item as it was for information purposes only.**

**9. Planning Studies Update**

Staff member Frink provided a brief background of Commission approvals of the three planning studies last year. The purpose of these studies was to provide the Commission with information and recommendations to help develop priorities in the areas of behavioral health, health, and pre-literacy. The three contractors, Chris Walsh, Mental Health Consultant, Diana Cheverton of Cheverton Associates and Cindy Keltner of Center for Health Improvement gave updates on their respective planning studies. Staff will return to the Commission in May or June with the complete findings and recommended funding priorities as a result of the findings.

**No action was taken on this item as it was for information purposes only.**

**10. Evaluation Update**

Executive Director Spiegel mentioned that the Commission approved a contract with Harder and Company Community Research to serve as the Commission's independent evaluator and to develop and implement an evaluation system. Paul Harder, President of Harder and Company Community Research, gave a presentation which included among others, an overview of the evaluation concepts as they relate to the Commission and the community, mandated First 5 evaluation requirements, scope of current and next year's evaluations, what other commissions are doing, and key evaluation issues for the future. He stated that at the end of this fiscal year, the evaluation will have a comprehensive report on preliminary outcomes, a community-oriented process for disseminating results and a detailed plan for continuing the evaluation. Chairwoman Jacob applauded the Commission and TPAC for implementing this excellent evaluation process. She emphasized the value of evaluation in making sure that the money being spent on programs and services for children 0 to 5 is being maximized. She looks forward to see the report and to find out whether or not the Commission is preparing more children to be ready for school.

**No action was taken on this item as it was for information purposes only.**

**11. Finance Committee**

TPAC member Carr, Chairman of the Finance Committee, gave a brief report on several items that were discussed at the last meeting of the Committee on January 16, 2004, e.g., investment strategies, establishing an administrative rate

for the Commission, twenty-year financial plan, format that is minimally acceptable to present the financial standing of the Commission, etc. In response to TPAC members' concern that some of the important initiatives that the Commission has started, like San Diego CARES and School Readiness, do not show continuing funding, staff member McGee responded that the projections on the financial plan were done in line with the duration of State Commission-matching of funds. It did not mean that the Commission will not decide to continue funding these initiatives on its own. Executive Director Spiegel commented that she would hope that the Commission will tackle sustainability of programs that will be evaluated and determined to be worth sustaining for children 0 to 5. Chairwoman Jacob concurred that the Commission should have future discussions and policy decisions on sustaining worthwhile programs for children 0 to 5.

**ON MOTION OF Commissioner Shepard, seconded by Commissioner Bowen, the Commission approved the addition of the representatives from the San Diego County Taxpayers Association and the County Treasurer/Tax Collector to the Finance Committee.**

<b>AYES:</b>	<b>Jacob, Faine, Cameron, Shepard, Bowen</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>
<b>NOES:</b>	<b>None</b>

## **12. Capital Funding Program**

Executive Director Spiegel provided a background on the Commission's appropriation of \$60 million for one-time capital expenditures that directly benefit children 0 to 5 through a competitive process. Staff recommended at this meeting was that there be three cycles, Cycle I for \$40 million, Cycle II for \$19 million and Cycle III for \$1 million. The action before the Commission was to approve the Cycle I RFP and its release. She acknowledged the amount of hours and work the Commission staff, and staff of Purchasing and Contracting and General Services have put in to prepare the draft RFP. The draft RFP has gone through many revisions mainly due to input from the community. A concept paper went out the first week of January to everybody on the Commission's mailing list for feedback and comments. A summary of these comments was available at today's meeting.

Dr. Betty Bassoff, children's advocate and human and health services consultant, questioned the process used in undertaking this very expensive initiative. Her understanding was that the set of preliminary draft guidelines brought to the Commission by staff last meeting would be revised, made available for public comment, and voted upon by the Commission as guidelines to the RFP. She was surprised to see a draft RFP in today's agenda packet that had undergone revisions that no one had seen. She asked the Commission to delay approval of the RFP until the set of guidelines has been approved and made available to the public. She also commented that there was no mention of how the grants will be managed and overseen. She did not feel that Commission staff has the capacity to oversee these very large projects. Lastly, she questioned why the process was being pushed so fast. She suggested spreading the funding over three years to be consistent with the current Strategic Plan.

Executive Director Spiegel responded that staff was directed by the Commission last December to develop an RFP for today's meeting. During the interim, staff put together a concept paper and distributed it to the public for input. Public comments received were incorporated in the draft RFP. She also stated that County General Services, which has expertise in handling capital projects, will be in charge of the management and monitoring of the Commission's capital contracts.

Sue Braun had the same concerns as Dr. Bassoff. She was not sure if a step was skipped in the process. There was no way of knowing if all or only some of the public comments were included in the draft RFP because the public did not see the draft RFP before and after the revisions. She also pointed out staff's recommendation to "emphasize that First 5 funds may only be used for children ages 0 to 5 and that applicants including older children in their projects must use other funds for that portion of their projects." She wanted to know how this could be tracked.

Chairwoman Jacob requested Executive Director Spiegel and/or staff to go over each public comment and specify where it was included in the RFP. She called for a ten-minute break to allow staff to make copies of the draft RFP and distribute to everybody in the audience so that they could follow along. After the break, Executive Director Spiegel and staff member Young went over the comments one by one and directed the Commission, TPAC and the public to the pages wherein they were addressed. It was evident that all public comments had been addressed in the RFP.

On the issue of matching funds as part of the eligibility criteria, Commissioner Cameron felt that in-kind contributions should be considered as well, not only cash and tangible capital. He emphasized the importance of in-kind contributions in the sustainability of programs. Commissioner Shepard expressed her concern that agencies that do not have matching funds may not have as good a chance to be awarded. Executive Director Spiegel responded that it is one of the ways to assess the agency's financial viability and reduce the Commission's risk for the project. She further stated that matching funds are not a requirement of this RFP. Several other factors will be considered in reviewing the contracts.

Commissioner Bowen reiterated the issue brought up earlier that many large corporations who serve families and children may not qualify due to the requirement that 34% of children they serve be ages 0 to 5. Executive Director Spiegel responded that the 34% requirement does not apply to the whole entity; it applies to the project. As a result of Ms. Braun's and Dr. Bassoff's second testimonies that they do not believe this requirement can be followed, Chairwoman Jacob asked County Counsel's opinion on how to make sure the Commission meets the legal requirements. County Counsel Smith responded that if the program can adequately document the required percentage or higher, then the Commission could fund up to that percentage. It could be project-focused rather than entity-focused. This should be addressed in the terms and conditions of the proposal, along with other things, e.g., required documentation, property amortization, some form of security through a deed or promissory note, etc.

The Commissioners felt comfortable that all the issues before them including those made by the public were all satisfactorily addressed. They commended staff for doing an excellent job in putting the RFP together within a short amount of time. Commissioner Cameron recused himself from voting. The deadline for submission of proposals for Cycle I RFP is March 17, 2004. Commission staff indicated that Cycles II and III can run simultaneously because of their exclusivity and that those RFPs will be released in September. Chairwoman Jacob acknowledged the fact that some people questioned the motivation behind releasing this RFP for capital projects. She stated that whatever the motivation was, what is important is the fact that there is a need in the community to build infrastructure and facilities to better serve the children and the Commission is meeting that need through a healthy reserve. She applauded the Commission for this unprecedented move that will allow those that did not have an opportunity before to participate.

**ON MOTION OF Commissioner Bowen, seconded by Commissioner Shepard, the Commission found that the proposed Capital Funding Program is consistent with the Commission's Strategic Plan, furthers the support and improvement of early childhood development within the County and provides a public benefit; approved the proposed Cycle 1 Request for Proposal (RFP) for Capital Projects Funding (RFP 40122) and authorized the Executive Director or, as appropriate, the Program and Operations Manager, to work with the Director of the County of San Diego Department of Purchasing and Contracting to issue the RFP for up to \$40 million to fund a capital projects program; and directed staff to return to the Commission with a slate of recommended contract awards in late April of 2004.**

<b>AYES:</b>	<b>Jacob, Faine, Shepard, Bowen</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>Cameron</b>
<b>NOES:</b>	<b>None</b>

### **13. Meeting Calendar**

**ON MOTION OF Commissioner Cameron, seconded by Commissioner Bowen, the Commission approved the 2004 Commission and TPAC Meeting Calendar.**

<b>AYES:</b>	<b>Jacob, Faine, Cameron, Shepard, Bowen</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>
<b>NOES:</b>	<b>None</b>

### **14. TPAC Report**

**There was no meeting since the last Commission meeting. The next TPAC meeting is on February 9, 2004.**

### **15. State/Staff Report**

Executive Director Spiegel pointed out that the report included a comprehensive listing and status of every Commission activity.

The Commission received the report. There was no action on this item as it was for information purposes only.

**16. Commission Updates**

The Commission received the calendar of community engagement activities for February and March 2004, and an updated summary listing of relevant bills introduced into the 2003 and 2004 legislative sessions. No action was taken on this item as it was for information purposes only.

**17. Future Agenda Items**

Items to be discussed at the next Commission meeting include:

- TPAC Redesign Committee Recommendations
- Report from TPAC on how CWS Redesign fits in with Prop 10
- Family Support and Family Resource Center Statewide Effort

**18. Adjournment**

Chairwoman Jacob adjourned the meeting of the Commission at 4:46 p.m. to reconvene on March 1, 2004.

Notes by Amie Meegan

Respectfully submitted for your review and approval:

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Dr. George Cameron, Secretary

\_\_\_\_\_  
Date